



ORU – Evidence Gathering Teams (EGT) Course Session Plan

Program Name: <i>Public Order Evidence Gathering Team (EGT) Course</i>	
Centre of Learning/Unit (Session Owner): <i>Operations Support Division</i>	Centre of Learning/Unit (Session Deliverer): <i>Operations Response Unit</i>
Session Name: <i>Reconnaissance of Deployment Locations</i>	
Session Duration: <i>100 mins</i>	Session ID: <i>Session Seven</i>
Delivery Location: ☐ Academy ☒ Other (specify): <i>ORU Training Room</i>	
Author Name: 33(1)	V or VP Number: 33(1)
Aim: To provide learners with the knowledge and skills required to: <i>Understand the role of an Evidence Gatherer (EG)</i>	
Learning Outcomes: On successful completion of this session, learners should be able to: <i>1. Conduct reconnaissance on specific locations</i>	
Resources/Equipment: - Classroom - Computer with mainframe access and MS PowerPoint - Overhead Projector and screen - Seating for all learners - Table or chairs with writing pad - Two trainers - Learners in dress of the day - Writing Pad - Video Camera (one per pair) - Unmarked Vehicle (one per 3-4 people) to use around various CBD locations	
Pre-session Preparation: OHS Inspection of the training facility completed ☒ Yes ☐ No	

File location:

Version date: 11-May-2018
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Comments:

- *Risk Assessment in place for the venue and checked*
- *Health and Safety Check of the working area – Suitable for session*
- *All trainers are first aid qualified*
- *Location of First Aid kits have been identified*

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Session Name: Role of the Evidence Gatherer			
Delivery Method	Content	Delivery Resources	Time
Face to Face	During Knowledge Checks and De-briefs consideration should be given to utilising open style of questioning (Who, Why, What, Where, When, How) and Experiential Learning Cycle (ELC) to facilitate learning. Learners should be encouraged to ask questions at relevant times throughout the session. Trainers to meet and greet learners in the classroom. Trainers to make visual check to ensure all officers have appropriate resources (Writing Pad / Pen). Introduction Trainer will introduce themselves and the session Maslow - Trainer will go through relevant points from risk assessment, emergency evacuation procedures, location of first aid kits, welfare etc. (if required) Gestalt - Route map of session outlining Aim and Objectives. Knowledge Check - to cover overall subject to ascertain learner's levels of Knowledge / Experience. Open style of questioning (Who, Why, What, Where, When, How).		5 mins
Group Activity	Trainer is conduct a knowledge check at the start of every slide and generate discussion by using open style questioning (5wh) to prompt involvement from		90 mins

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	learners. This lesson will be conducted externally, using various parts of the Melbourne Central Business District (CBD). Trainers and Learners will be required to wear smart casual attire for the afternoon session. A brief overview will be conducted in the classroom before heading to the three preselected locations referred to below. The briefing will discuss what learners should be looking for when conducting a reconnaissance on a location of interest. Topics for discussion include: • Access / egress points • How people will arrive to the location • Any possible hazards in and around the working area • Any health and safety considerations Learners will be required to take notes at each location and a video camera will be available to them during this session. Once the learners have visited the three locations trainers will assign a location to each group. Trainers are to ensure learners are versed in expectations in order to complete the project presentation. Learners will complete the 'Project Presentation' on the final day of the course where they will present their findings to trainers and fellow learners.		
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	Trainers will spend a brief amount of time at each location to ensure all locations are attended. There is an expectation that further research on each of the assigned locations will be conducted during project time throughout the course. <u>Locations to visit:</u> • State Library • Parliament House • Federation Square Times spent at various locations should be between 10-15 minutes taking into account any potential delays deploying to / from and between locations. Trainers will need to be diligent with their time management to ensure each location visit has been given ample time in fairness for learner presentation projects.		
	Conclusion The trainer is to conduct a knowledge check with the learners to satisfy themselves all the learning outcomes have been met. Suggested questions could be; - What train station is the closest to the State library? - Where is the best parking location for an event at Federation Square? - What considerations do you have to make before attending a location? THANK THE LEARNERS FOR THEIR ATTENTION AND EFFORTS. GIVE THEM		5 mins

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	INFORMATION ON THE NEXT SESSION IN THE SEQUENCE.		
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